



JEFFERSON COUNTY COUNTY ADMINISTRATOR

Website: jeffersoncountywi.gov

**"Jefferson County: Responsible government
advancing quality of life"**

BEN WEHMEIER
County Administrator

TAMMIE JAEGER
Administrative Secretary

MEMORANDUM

TO: Editors

FROM: Ben Wehmeier, County Administrator

DATE: October 1, 2015

SUBJECT: JEFFERSON COUNTY Meetings – Week of October 5, 2015

October 5, 2015 Monday	Parks Committee	9:30 a.m.	Jefferson County Courthouse Rm 202
October 6, 2015 Tuesday	Highway Committee	8:00 a.m.	Highway Office 1425 Wisconsin Drive, Jefferson
	Aging & Disability Resource Center Advisory Committee (ADRC)	1:00 p.m.	Human Services 1541 Annex Rd, Jefferson
October 7, 2015 Wednesday	Infrastructure Committee	9:00 a.m.	Jefferson County Courthouse Rm 112
October 8, 2015 Thursday	Child Death Review Team (CDRT)	8:30 a.m.	UW Extension 864 Collins, Rm 12, Jefferson
	Finance Committee	8:30 a.m.	Jefferson County Courthouse Rm 112
	Zoning Board of Adjustment – Site Inspections	9:30 a.m.	Jefferson County Courthouse Rm 203
	Zoning Board of Adjustment – Public Hearing	1:00 p.m.	Jefferson County Courthouse Rm 205
October 9, 2015 Friday	WI River Rail Transit Commission	10:00 a.m.	Dane County Highway Garage 2302 Fish Hatchery Rd, Madison
October 10, 2015 Saturday	No Scheduled County Meetings		
October 11, 2015 Sunday	No Scheduled County Meetings		

Parks Committee Agenda
Jefferson County
Jefferson County Courthouse
311 S. Center Avenue
Room 202
Jefferson, WI 53549

Date: Monday, October 5, 2015

Time: 9:30 a.m.

Committee members: Tietz, Augie (Chair) Christensen, Walt
Kelly, Mike (Vice Chair) Payne, Laura
Foelker, Matt (Secretary)

1. Call to order
2. Roll call (establish a quorum)
3. Certification of compliance with the Open Meetings Law
4. Approval of the agenda
5. Approval of Park Committee minutes for September 9, 2015
6. Communications
 - a. Kohls Makes Dream Come True
 - b. In with the Old
7. Public comment (Members of the public who wish to address the Committee on specific agenda items must register their request at this time)
8. Discussion and Possible Action on Interurban Trail Grant Award
9. Discussion and Possible Action on Korth Lane Complaint
10. Discussion and Possible Action on Carnes Park East, Parking Lot Bid Proposals
11. Discussion and Possible Action on 2016 Budget
12. Discussion and Possible Action on 2015-2016 Grooming Services Contract with the Jefferson County Snowmobile Alliance
13. Discussion on Glacial Heritage Area (GHA) –Friends of GHA
14. Discussion on Brew with a View
15. Discussion on Holzhueter Implementation Plan
16. Review of Financial Statements (August 2015) and Department Update – Parks Department
17. Discussion on September 12, 2015 Mason Farm Jamboree
18. Discussion on Fundraising for Interurban Trail
19. Discussion on Mountain Bike Park at Human Services
20. CONVENE IN CLOSED SESSION PURSUANT TO S.19.85(1)(E), Statutes, to deliberate the potential purchase of public properties
21. Reconvene in open session to take possible action on items discussed in closed session
22. Adjourn

Next scheduled meetings: Wednesday, October 21, 2015
Monday, November 2, 2015
Monday, December 7, 2015
Monday, January 4, 2016
Monday, February 1, 2016
Monday, March 7, 2016
Monday, April 4, 2016

A Quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.

Individuals requiring special accommodations for attendance at this meeting should contact the County Administrator 24 hours prior to the meeting at 920-674-7101 so appropriate arrangements can be made.



Agenda

Jefferson County Highway Committee Meeting

Tuesday, October 6, 2015

8:00 a.m.

Committee Room
1425 Wisconsin Drive
Jefferson, Wisconsin 53549

Committee Members: George Jaeckel - Chairman, Walt Christensen - Vice Chairman, Al Counsell - Secretary, Ron Buchanan, Don Reese

Highway Commissioner: William T. Kern

AGENDA

1. Call meeting to order
2. Roll Call
3. Certification of compliance with the Open Meetings Law
4. Review of the Agenda
5. Public Comment (Members of the Public who wish to address the Committee on specific agenda items must register their request at this time)
6. Approve minutes from September 1, 2015 Highway Committee meeting
7. Communications
8. Old Business a. None
9. New Business a. Discussion on the satellite facility design for Lake Mills and Concord
 b. Discussion on monthly financial account summary (YTD)
10. Highway Operations Report
11. Review and approve vouchers
12. Set Next Meeting Date – November 3, 2015
13. Adjourn
14. Project Tour - CTH N, CTH A, CTH W

**No County business will be conducted*

Note: The Highway Committee may discuss and/or take action on any item specifically listed on the agenda. The Highway Committee will be taking a tour of the three 2015 projects, if anyone is interested in joining the tour, please contact the Highway Commissioner at least 24 hours in advance of the meeting.

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ADRC Advisory Committee Agenda
Jefferson County Human Services Department
1541 Annex Road, Jefferson, WI 53549
Health/Human Services Conference Room

Date: Tuesday, October 6, 2015

Time: 1:00 p.m.

Committee Members: Earlene Ronk, Chair, Carol Battenberg, Ellen Haines, Dan Krause, Russell Kutz, Marcia Bare, Carolyn Niebler, Darlene Schaefer & Connie Stengel

1. Call to Order
2. Roll Call (establishment of a quorum)
3. Certification of Compliance with Open Meetings Law
4. Approval of Agenda
5. Approval of ADRC Advisory Committee minutes from 9/8/2015
6. Communication
7. Public Comment (Members of the public who wish to address the committee on specific agenda items must register their request at this time)
8. Discussion of 2016-2018 Draft Aging Unit Plan
9. Discussion of 9/29/15 Family Care/IRIS 2.0 Meeting with Advocates
10. Discussion of 2013-2015 Aging Unit Fiscal Assessment
11. Discussion of draft policy changes to Senior Dining & Home Delivered Meals
12. Adjourn

Next scheduled meetings: Tuesday, November 3, 2015
 Tuesday, December 1, 2015

A Quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.

Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator 24 hours prior to the meeting at 920-674-7101 so appropriate arrangements can be made.

Infrastructure Committee

AGENDA

Jefferson County Courthouse
311 S. Center Avenue, Room 112
Jefferson WI 53549

Wednesday, October 7, 2015

9:00 a.m.

Committee Members

Greg David, Richard Jones - Chair, John Kannard, Mike Kelly - Secretary, Russell Kutz - Vice Chair

1. Call to order
2. Roll call
3. Certification of compliance with the Open Meetings Law
4. Review of the Agenda
5. Public Comment
(Members of the public who wish to address the committee on a specific agenda items must register their request at this time)
6. Approval of the September 2, 2015 Infrastructure Committee meeting minutes
7. Approval of the September 8, 2015 Joint Committee meeting minutes
8. Communications
9. Update on Human Services Capital Projects
10. Discussion and possible action on back-up generator bids at Lueder Haus
11. Update on old highway facility
12. Update on punch list for the new highway facility
13. Discussion and update on satellite shops
14. Update on FacilityDude software application for maintenance, repair & improvement of county buildings
15. Update on courthouse parking lot repair & improvements
16. Central Services Financial Report (August)
17. MIS Financial Report (August)
18. Potential items for the Committee's next meeting
19. Set next meeting date (November 4, 2015)
20. Adjourn

All meetings in Room 112 at 9:00 a.m. unless noted

A quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.

Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator 24 hours prior to the meeting/visit at 920-674-7101 so appropriate arrangements can be made.



Jefferson County Health Department

1541 Annex Road ♦ Jefferson, WI 53549 ♦ 920-674-7275 (Phone) ♦ 920-674-7477 (FAX)

www.jeffersoncountywi.gov

Jefferson County Child Death Review Team (CDRT)

Thursday October 8, 2015 at 8:30 AM

UW Extension Room 12, 864 Collins Rd Jefferson

MEETING AGENDA

I Call to order

II Open session

- A. Introduction of any new members
- B. Approval of minutes from July 9, 2015 CDR meeting
- C. Discussion of confidentiality and signing of agreement
- D. Zero Suicide program update- Kim Propp, Supervisor Comprehensive Community Services and Emergency Mental Health
- E. Updates on local Death Scene Investigation training on September 10th.
44 Attended and 28 were Jefferson County based staff. Reenactment dolls were presented to agencies attending the training.
- F. Annual CDRT Summit- Moving the Needle -Nov 9-10, 2015 at the Madison Concourse Hotel and Governor's Club. You are invited.
- G. Motion to move into closed session for the purpose of discussing confidential information relating to the unexpected deaths of specific children, pursuant to Wis. Stat 19.85(1)(d)(considering strategy for crime detection or prevention);Wis. Stat 19.85(1)(f)(considering medical, social or personal histories of specific persons or preliminary consideration of the investigation of charges against specific persons or preliminary consideration of the investigation of charges against specific persons which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or involved in such investigations);Wis. Stat 48.981(7)(limiting public disclosure of child-specific information disclosed to child death review team);Wis. Stat 146.82(2)(b)(restricting re-disclosure of medical information contained in records obtained pursuant to law);Wis. Stat 48.78(2)(a)(restricting re-disclosure of information in records of child protective agency); and Wis. Stat 48.396 (limiting disclosure of law enforcement records of children).

III. Closed session

- A. Discussion relating to 4 unexpected deaths of young adults up to age 25
- B. Motion to return to open session

IV. Reconvene open session

- A. Meeting dates for 2016- Jan 14th, April 14th, July 21st (note this is the 3rd Thurs), and Oct 13th.
 - B. Adjourn
-

Finance Committee Agenda
Jefferson County
Jefferson County Courthouse
311 S. Center Avenue
Room 112
Jefferson, WI 53549

Date: Thursday, October 8, 2015

Time: 8:30 a.m.

Committee members:	Jones, Richard (Chair)	Poulson, Blane
	Braugher, James (Vice Chair)	Schroeder, Jim
	Hanneman, Jennifer (Secretary)	

1. Call to order
2. Roll call (establish a quorum)
3. Certification of compliance with the Open Meetings Law
4. Approval of the agenda
5. Approval of Finance Committee minutes for September 14th, 16th, 17th and 18th, 2015
6. Communication
7. Public comment (Members of the public who wish to address the Committee on specific agenda items must register their request at this time)
8. Discussion and Possible action on Resolution to Institute a New Farmland Conservation Funding Method-Referred to Finance Committee from the September 8, 2015 County Board Meeting
9. Discussion and Possible action on Resolution to Establish Mechanism to Fund Purchase of Farmland Conservation Easements-Referred to Finance Committee from the September 8, 2015 County Board Meeting
10. Discussion and Possible action on Resolution disallowing the claim for Dawn Boley
11. Discussion and Possible action on Resolution disallowing the claim for Annette Atwater
12. Review of the financial statements and department update for August 2015-Finance Department
13. Review of the financial statements and department update for August 2015-County Clerk
14. Review of the financial statements and department update for August 2015-Treasurer
15. Review of the financial statements and department update for August 2015-Child Support
16. Discussion of funding for projects related to the new Highway Facilities
17. Discussion on 2015 projections of budget vs. actual
18. Discussion on the 2016 budget
19. Update on contingency fund balance
20. Set future meeting schedule, next meeting date, and possible agenda items
21. Payment of invoices
22. Adjourn

Next scheduled meetings:

Friday, November 6, 2015 Regular and Budget Amendment Meeting
Thursday, December 10, 2015 Regular Meeting
Thursday, January 14, 2016 Regular Meeting
Thursday, February 11, 2016 Regular Meeting
Thursday, March 10, 2016 Regular Meeting
Thursday, April 14, 2016 Regular Meeting
Thursday, May 12, 2016 Regular Meeting

A Quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.

Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator 24 hours prior to the meeting at 920-674-7101 so appropriate arrangements can be made.

JEFFERSON COUNTY ZONING BOARD OF ADJUSTMENT

Dale Weis, Chair; Don Carroll, Vice-Chair; Janet Sayre Hoeft, Secretary
Paul Hynek, First Alternate; Lloyd Zastrow, Second Alternate

PUBLIC HEARING *BEGINS AT 1:00 P.M. ON THURSDAY, OCTOBER 8, 2015 IN ROOM 205, JEFFERSON COUNTY COURTHOUSE*

CALL TO ORDER FOR BOARD MEMBERS *IS AT 9:30 A.M. IN COURTHOUSE ROOM 203, PRIOR TO THE HEARING*

SITE INSPECTION FOR BOARD MEMBERS *LEAVES AT 10:00 A.M. FROM COURTHOUSE ROOM 203, PRIOR TO THE HEARING*

1. *Call to Order-Room 203 at 9:30 a.m.*
2. *Roll Call (Establish a Quorum)*
3. *Certification of Compliance with Open Meetings Law Requirements*
4. *Approval of the Agenda*
5. *Approval of September 10, 2015 Meeting Minutes*
6. *Communications and Public Comment*
7. *Request for Corporation Counsel to Address the Board Regarding Temporarily Allowing Two Dwellings on a Property While One is Under Construction*
8. *Site Inspections – Beginning at 10:00 a.m. and Leaving from Room 203*
V1474-15 – Patrick & Colleen Janssen, N4266 Poplar Ave, Town of Oakland
V1473-15 – Robert & Catherine Trevallee, Porter Dr, Town of Oakland
V1472-15 – Michael F Pitsch, W9540 Punsel Rd, Town of Oakland
V1471-15 – Robert & Ann Osborne, N7061 North Shore Rd, Town of Lake Mills
9. *Public Hearing – Beginning at 1:00 p.m. in Room 205*
10. *Explanation of Process by Board of Adjustment Chair*

NOTICE OF PUBLIC HEARING JEFFERSON COUNTY ZONING BOARD OF ADJUSTMENT

NOTICE IS HEREBY GIVEN that the Jefferson County Zoning Board of Adjustment will conduct a public hearing at 1:00 p.m. on Thursday, October 8, 2015 in Room 205 of the Jefferson County Courthouse, Jefferson, Wisconsin. Matters to be heard are applications for variance from terms of the Jefferson County Zoning Ordinance. No variance may be granted which would have the effect of allowing in any district a use not permitted in that district. No variance may be granted which would have the effect of allowing a use of land or property which would violate state laws or administrative rules. Subject to the above limitations, variances may be granted where strict enforcement of the terms of the ordinance results in an unnecessary hardship and where a variance in the standards will allow the spirit of the ordinance to be observed, substantial justice to be accomplished and the public interest not violated. Based upon the findings of fact, the Board of Adjustment must conclude that: 1) Unnecessary hardship is present in that a literal enforcement of the terms of the ordinance would unreasonably prevent the owner from using the property for a permitted purpose or would render conformity with such restrictions unnecessarily burdensome; 2) The hardship is due to unique physical limitations of the property rather than circumstances of the applicant; 3) The variance will not be contrary to the public interest as expressed by the purpose and intent of the zoning ordinance. **PETITIONERS, OR THEIR REPRESENTATIVES, SHALL BE PRESENT.** There may be site inspections prior to public hearing which any interested parties may attend; discussion and possible action shall be occur after public hearing on the following:

V1471-15 – Robert & Ann Osborne: Variance from Sections 11.04(f)5 and 11.07(d)2 of the Jefferson County Zoning Ordinance to sanction an existing 24'6" X 33' structure at less than the required minimum setbacks to side yard, road right-of-way and road centerline. The property is at **N7061 North Shore Road** in the Town of Lake Mills on PIN 018-0713-0231-003 (0.8 Acre) and is in an A-T, Agricultural Transition zone.

V1472-15 – Michael F. Pitsch: Variance from Section 11.04(f)6 to reduce the minimum rear yard setback required in an A-1, Exclusive Agricultural zone for an attached garage at **W9540 Punsel Road**. The property is in the Town of Oakland on PIN 022-0613-1931-001 (6.069 Acres)

V1473-15 – Robert & Catherine Trevallee: Variance from Section 11.04(f)1 and 11.07(d)2 to reduce the minimum road right-of-way and road centerline setback for new home construction in a Residential R-1 zone on **Porter Drive**, Town of Oakland, on PIN 022-0613-0743-080 (0.242 Acre)

V1474-15 – Patrick & Colleen Janssen: Variance from Section 11.04(f)1 and 11.07(d)2 to reduce the minimum road right-of-way and road centerline setback for a porch at **N4266 Poplar Avenue** in the Town of Oakland. This is on PIN 022-0613-0842-003 (0.542 Acre) in a Residential R-1 zone.

11. Discussion and Possible Action on Above Petitions

12. Adjourn

If you have questions regarding these variances, please contact the Zoning Department at 920-674-7113 or 920-674-8638. Variance files referenced on this hearing notice may be viewed in Courthouse Room 201 between the hours of 8:00 a.m. and 4:30 p.m. Monday through Friday, excluding holidays. Materials covering other agenda items can be found at www.jeffersoncountywi.gov.

JEFFERSON COUNTY ZONING BOARD OF ADJUSTMENT

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A digital recording of the meeting will be available in the Zoning Department upon request.

WISCONSIN RIVER RAIL TRANSIT COMMISSION

PO Box 262 • 20 S Court Street • Platteville, Wisconsin 53818

Alan Sweeney, Chair • Commission Office Phone 608.342.1637 • Fax 608.342.1220 • Website www.wrrtc.org

MEMBER COUNTIES: CRAWFORD • DANE • GRANT • IOWA • JEFFERSON • ROCK • SAUK • WALWORTH • WAUKESHA

SUBJECT: Friday, October 9, 2015 Agenda
TO: Wisconsin River Rail Transit Commissioners & Other Interested Persons
FROM: Mary Penn, WRRTC Administrator

Wisconsin River Rail Transit Commission Meeting Friday, October 9th, 2015 @ 10 AM

Dane County Hwy Garage, 2302 Fish Hatchery Rd, Madison, WI

WRRTC's Schedule of Meetings:

2015	
January 9	XComm Meeting
February 6	Full Commission Meeting
March 6	XComm Meeting
April 10	XComm Meeting
May 8	Commission Meeting
June 5	Commission Meeting
July 10	Commission Meeting
August 7	Commission Meeting
September 11*	Commission Meeting
October 9	Commission Meeting
November 6	Commission Meeting
December 4	Commission Meeting

NOTE: The WRRTC's meetings are **usually** held at 10:00 AM on the **first Friday after the first Tuesday of the month** at the **Dane County Highway Building** in Madison, WI.

In the event of inclement weather and the possibility of meeting cancellation, contact Mary Penn at 608-342-1637, no later than the 24 hours before a meeting.

NOTICE is sent to: County Clerks in WRRTC's Region for Posting and to Local News Media as an FYI.
Thank you for your interest and assistance.

To learn more about WRRTC, please visit our website at www.wrrtc.org

Wisconsin River Rail Transit Commission

WRRTC Meeting - Friday, October 9th, 2015 @ 10 AM

Dane County Hwy Garage, 2302 Fish Hatchery Rd, Madison, WI

10 minutes estimated | Action Items

- 1.** 10:00 AM **Call to Order** – Alan Sweeney, Chair
- 2.** Roll Call. **Establishment of Quorum** – Mary Penn
- 3.** Action Item. **Certification of Meeting's Public Notice** – Noticed by Penn
- 4.** Action Item. **Approval of Agenda** – Prepared by Penn
- 5.** Action Item. **Approval of draft September Meeting Minutes**– Prepared by Penn
- 6.** Updates. **Public Comment** – Time for public comment may be limited by the Chair
- 7.** Updates. **Correspondence & Communications** – Discussion may be limited by the Chair
- 8.** Updates. **Announcements by Commissioners** – No Discussion Permitted

REPORTS & COMMISSION BUSINESS

10 minutes estimated | Update & Possible Action

- 9.** **WRRTC Financial Report** – Gene Gray, WRRTC Treasurer
 - Treasurer's Report for August

10 minutes estimated | Update

- 10.** **Wisconsin & Southern Railroad's Report on Operations** – Ken Lucht, WSOR
 - Update on Monthly Maintenance Activities
 - Update on Capital Projects
 - Update on Business Development
 - Other Continuing Issues/ Topics

10 minutes estimated | Update

- 11.** **WisDOT Report**–Kim Tollers, Rich Kedzior WisDOT

5 minutes estimated | Update

- 12.** **WRRTC Administrator's Report** – Mary Penn, WRRTC Admin.

20 minutes estimated | Discussion & Possible Action

- 13.** **Presentation and Discussion on WRRTC Accounting Principles** – Jim Matzinger, WRRTC Accountant, Gene Gray, WRRTC Treasurer

15 minutes estimated | Discussion & Possible Action

- 14.** **Discussion and Possible Action on 2016 WRRTC Budget** – Gene Gray, WRRTC Treasurer

15 minutes estimated | Discussion & Possible Action

- 15.** **Discussion and Possible Action on Addressing Prairie Sub Private Crossings (Legal and Illegal)** – Ken Lucht, WSOR

- 16.** Action Item. **Adjournment**